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OFFICE OF COMMUNICATIONS ORDERS

1. ORGANIZATION

1.9 BOARDS, COMMITTEES, AND GROUPS

*1.9.5 TEST EQUIPMENT WORKING GROUP

A. MISSION

The OC Test Equipment Working Group (TEWG) is responsible to Chief, Communications Engineering for the following:

1. Review test equipment requirements levied by OC components with a view to achieving commonality in the areas of standardization, procurement, usage, maintenance, training, and general support.
2. Submitting to the OC Equipment Board documentation relating to:
 - a. standardization of new test equipment,
 - b. selection of an improved version or extended capability model of a present standard,
 - c. technical justification for any additions or deletions in the Test Instrumentation Standards Manual,
 - d. materiel classification of new and revised standard test equipment,
 - e. materiel reclassification of test equipment being replaced, and
 - f. procurement recommendations.

B. ORGANIZATION

1. TEWG will consist of one voting member from OC-E, OC-CS, and OC-DO plus a (non-voting)

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B. ORGANIZATION - contd

representative of the staff network equipment programming function of OC-E. The Chairman of the OC Equipment Board shall appoint one of the voting members to be Chairman of the TEWG.

2. Alternate members may be assigned to the Working Group by the participating components.

C. PROCEDURES

In order that the TEWG may meet its mission responsibilities, the following procedures will be used:

1. OC Components requiring any particular type of test equipment will refer to the current Test Instrumentation Standards Manual to determine if the equipment is on the Standards List.
2. In the event test equipment requirements cannot be satisfied from the current Test Instrumentation Standards Manual, a description of the requirement and suggested test equipment shall be submitted to the Chairman of the TEWG for review and recommendations by the TEWG.
3. When a test equipment requirement exists for which there is no standard, the TEWG is authorized to task appropriate OC components through the Equipment Board with performing a technical/operational evaluation. Such evaluations will determine whether an item of equipment is suitable for the requirement and should be adopted.
4. Should highly specialized test equipment be required at a single location, it will be exempt from TEWG

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C. PROCEDURES - contd

review. However, it will be the responsibility of such users to coordinate the purchase of any test equipment with TEWG prior to initiating procurement action. This information will enable the TEWG to compile data necessary to provide possible changes in standards and for future planning.

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1.9.6 CAREER SERVICE BOARD

A. MISSION

The OC Career Service Board serves as a recommending body to the Director of Communications on career service matters.

B. RESPONSIBILITIES

The OC Career Service Board will normally devote its efforts to career service policy implementation and the establishment of operating procedures. In addition, the Career Service Board will recommend to the Head of the Career Service certain specific actions including the selection of officers for training, Agency sponsorship for full-time academic training, selection of candidates for OC officer developmental assignments and other actions as appropriate.

C. PROCEDURES

Instructions necessary to implement this Order are contained in OC Order 20.1, OC Career Service.

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